



APPLICATION  
FOR  
SITE PLAN APPROVAL  
BED & BREAKFAST



Scheduled Review Date: \_\_\_\_\_  
Application Fee Paid: \_\_\_\_\_

**Applicant's Information**

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_

**Property Owner's Information**

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_  
(both the owner of the property and the applicant must attend the Planning Board meeting)

**Location of Property**

Street Address: \_\_\_\_\_  
Assessor's Map: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_  
Lot Size: \_\_\_\_\_ Zoning Classification: \_\_\_\_\_

**Description of Project**

Number of Guest Rooms Proposed: \_\_\_\_\_

Attach a site plan, drawn to scale, showing, at a minimum, the existing building(s), the existing or proposed parking (one 9x18' space per guest room required plus two spaces for the residence), the existing or proposed outdoor lighting, the existing or proposed access, the existing or proposed landscaping, the existing or proposed refuse disposal.

Note: All Bed & Breakfasts require Site Plan Approval. Bed & Breakfasts with three (3) or more guest rooms require a Special Permit from the Zoning Board of Appeals. (see Section VII.B.5 of the Chatham Protective Bylaw)

In addition to site plan review and approval by the Planning Board, all Bed & Breakfasts must comply with the following requirements: (1) the water supply and septic system must be inspected and approved by the Board of Health: (2) the building(s) must be inspected by the Fire Department: (3) a Food Handlers License must be obtained from the Board of Health if food service is proposed; and (4) a Sign Permit must be obtained from the Building Department for any proposed sign.

**Formula Business Establishment:**

Two (2) or more of the following items: standardized (Formula) array of services and/or merchandise including menu, trademark, logo, service mark, symbol, décor, architecture, façade, layout, uniforms, color scheme, and which are utilized by ten (10) or more other businesses worldwide regardless of ownership or location.                      **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

*If YES, Zoning Board of Appeal Special Permit is required.*

Signed: \_\_\_\_\_

